

Part IV - Representation and Instructions  
Section L - Instructions, Conditions, and Notices to Offerors

**This Section L applies only to PHASE II, Detail Design and Construction**  
**This Section L shall be retained in the resultant contract and deleted upon exercise of the option for Detail Design**

**L.1. SOLICITATION PROVISIONS INCORPORATED BY REFERENCE**  
**(FAR 52.252-1) (FEB 1998)**

This solicitation incorporates one or more solicitation provisions by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. The Offeror is cautioned that the listed provisions may include blocks that must be completed by the Offeror and submitted with its quotation or offer. In lieu of submitting the full text of those provisions, the Offeror may identify the provision by paragraph identifier and provide the appropriate information with its quotation or offer. Also, the full text of a solicitation provision may be accessed electronically at this/these address(es):

<http://www.arnet.gov/far/>

NOTICE: The following solicitation provisions are hereby incorporated by reference:

**FEDERAL ACQUISITION REGULATION (48 CFR CHAPTER 1)**

<u>NUMBER</u>	<u>TITLE</u>	<u>DATE</u>
52.204-6	DATA UNIVERSAL NUMBERING SYSTEM (DUNS) NUMBER	APR 2008
52.211-6	BRAND NAME OR EQUAL	AUG 1999
52.211-7	ALTERNATIVES TO GOVERNMENT UNIQUE STANDARDS	NOV 1999
52.215-16	FACILITIES CAPITAL COST OF MONEY	JUN 2003
52.222-24	PREAWARD ON-SITE EQUAL OPPORTUNITY COMPLIANCE REVIEW	FEB 1999
52.232-13	NOTICE OF PROGRESS PAYMENTS	APR 1984
52.232-38	SUBMISSION OF EFT INFORMATION WITH OFFER	MAY 1999
52.250-2	SAFETY ACT COVERAGE NOT APPLICABLE	FEB 2009

**L.2 AVAILABILITY OF SPECIFICATIONS LISTED IN THE GSA INDEX OF FEDERAL SPECIFICATIONS, STANDARDS AND COMMERCIAL ITEM DESCRIPTIONS, FPMR PART 101-29 (FAR 52.211-1) (AUG 1998)**

(a) The GSA Index of Federal Specifications, Standards and Commercial Item Descriptions, FPMR Part 101-29, and copies of specifications, standards, and commercial item descriptions cited in this solicitation may be obtained for a fee by submitting a request to--

GSA Federal Supply Service  
Specifications Section, Suite 8100

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470 East L'Enfant Plaza, SW  
Washington, DC 20407  
Telephone (202) 619-8925  
Facsimile (202) 619-8978.

(b) If the General Services Administration, Department of Agriculture, or Department of Veterans Affairs issued this solicitation, a single copy of specifications, standards, and commercial item descriptions cited in this solicitation may be obtained free of charge by submitting a request to the addressee in paragraph (a) of this provision. Additional copies will be issued for a fee.

**L.3 AVAILABILITY OF SPECIFICATIONS, STANDARDS, AND DATA ITEM DESCRIPTIONS LISTED IN THE ACQUISITION STREAMLINING AND STANDARDIZATION INFORMATION SYSTEM (ASSIST) (FAR 52.211-2) (JAN 2006)**

(a) Most unclassified Defense specifications and standards may be downloaded from the following ASSIST websites:

- (1) ASSIST (<http://assist.daps.dla.mil>);
- (2) Quicksearch ((<http://assist.daps.dla.mil/quicksearch>);
- (3) ASSISTdocs.com (<http://assistdocs.com>)

(b) Documents not available from ASSIST may be ordered from the Department of Defense Single Stock Point (DoDSSP) by –

- (1) Using the ASSIST Shopping Wizard (<http://assist.daps.dla.mil/wizard>);
- (2) Phoning the DoDSSP Customer Service Desk (215) 697-2179, Monday – Friday 0730 to 1600EST; or
- (3) Ordering from DoDSSP, Building 4, Section D. 700 Robbins Avenue, Philadelphia, PA 19111-5094, Telephone (215) 697-1462.

**L.4 INSTRUCTIONS TO OFFERORS – COMPETITIVE ACQUISITION (FAR 52.215-1) (JAN 2004); ALTERNATE I (OCT 1997)**

(a) *Definitions.* As used in this provision—

“Discussions” are negotiations that occur after establishment of the competitive range that may, at the Contracting Officer’s discretion, result in the offeror being allowed to revise its proposal.

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“In writing,” “writing,” or “written” means any worded or numbered expression that can be read, reproduced, and later communicated, and includes electronically transmitted and stored information.

“Proposal modification” is a change made to a proposal before the solicitation’s closing date and time, or made in response to an amendment, or made to correct a mistake at any time before award.

“Proposal revision” is a change to a proposal made after the solicitation closing date, at the request of or as allowed by a Contracting Officer as the result of negotiations.

“Time,” if stated as a number of days, is calculated using calendar days, unless otherwise specified, and will include Saturdays, Sundays, and legal holidays. However, if the last day falls on a Saturday, Sunday, or legal holiday, then the period shall include the next working day.

(b) *Amendments to solicitations.* If this solicitation is amended, all terms and conditions that are not amended remain unchanged. Offerors shall acknowledge receipt of any amendment to this solicitation by the date and time specified in the amendment(s).

(c) Submission, modification, revision, and withdrawal of proposals.

(1) Unless other methods (*e.g.*, electronic commerce or facsimile) are permitted in the solicitation, proposals and modifications to proposals shall be submitted in paper media in sealed envelopes or packages (i) addressed to the office specified in the solicitation, and (ii) showing the time and date specified for receipt, the solicitation number, and the name and address of the offeror. Offerors using commercial carriers should ensure that the proposal is marked on the outermost wrapper with the information in paragraphs (c)(1)(i) and (c)(1)(ii) of this provision.

(2) The first page of the proposal must show—

- (i) The solicitation number;
- (ii) The name, address, and telephone and facsimile numbers of the offeror (and electronic address if available);
- (iii) A statement specifying the extent of agreement with all terms, conditions, and provisions included in the solicitation and agreement to furnish any or all items upon which prices are offered at the price set opposite each item;
- (iv) Names, titles, and telephone and facsimile numbers (and electronic addresses if available) of persons authorized to negotiate on the offeror’s behalf with the Government in connection with this solicitation; and

(v) Name, title, and signature of person authorized to sign the proposal. Proposals signed by an agent shall be accompanied by evidence of that agent’s authority, unless that evidence has been previously furnished to the issuing office.

(3) Submission, modification, revision, and withdrawal of proposals.

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(i) Offerors are responsible for submitting proposals, and any modifications or revisions, so as to reach the Government office designated in the solicitation by the time specified in the solicitation. If no time is specified in the solicitation, the time for receipt is 4:30 p.m., local time, for the designated Government office on the date that proposal or revision is due.

(ii)(A) Any proposal, modification, or revision received at the Government office designated in the solicitation after the exact time specified for receipt of offers is “late” and will not be considered unless it is received before award is made, the Contracting Officer determines that accepting the late offer would not unduly delay the acquisition; and—

(1) If it was transmitted through an electronic commerce method authorized by the solicitation, it was received at the initial point of entry to the Government infrastructure not later than 5:00 p.m. one working day prior to the date specified for receipt of proposals; or

(2) There is acceptable evidence to establish that it was received at the Government installation designated for receipt of offers and was under the Government’s control prior to the time set for receipt of offers; or

(3) It is the only proposal received.

(B) However, a late modification of an otherwise successful proposal that makes its terms more favorable to the Government, will be considered at any time it is received and may be accepted.

(iii) Acceptable evidence to establish the time of receipt at the Government installation includes the time/date stamp of that installation on the proposal wrapper, other documentary evidence of receipt maintained by the installation, or oral testimony or statements of Government personnel.

(iv) If an emergency or unanticipated event interrupts normal Government processes so that proposals cannot be received at the office designated for receipt of proposals by the exact time specified in the solicitation, and urgent Government requirements preclude amendment of the solicitation, the time specified for receipt of proposals will be deemed to be extended to the same time of day specified in the solicitation on the first work day on which normal Government processes resume.

(v) Proposals may be withdrawn by written notice received at any time before award. Oral proposals in response to oral solicitations may be withdrawn orally. If the solicitation authorizes facsimile proposals, proposals may be withdrawn via facsimile received at any time before award, subject to the conditions specified in the provision at [52.215-5](#), Facsimile Proposals. Proposals may be withdrawn in person by an offeror or an authorized representative, if the identity of the person requesting withdrawal is established and the person signs a receipt for the proposal before award.

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(4) Unless otherwise specified in the solicitation, the offeror may propose to provide any item or combination of items.

(5) Offerors shall submit proposals in response to this solicitation in English, unless otherwise permitted by the solicitation, and in U.S. dollars, unless the provision at FAR [52.225-17](#), Evaluation of Foreign Currency Offers, is included in the solicitation.

(6) Offerors may submit modifications to their proposals at any time before the solicitation closing date and time, and may submit modifications in response to an amendment, or to correct a mistake at any time before award.

(7) Offerors may submit revised proposals only if requested or allowed by the Contracting Officer.

(8) Proposals may be withdrawn at any time before award. Withdrawals are effective upon receipt of notice by the Contracting Officer.

(d) *Offer expiration date.* Proposals in response to this solicitation will be valid for the number of days specified on the solicitation cover sheet (unless a different period is proposed by the offeror).

(e) *Restriction on disclosure and use of data.* Offerors that include in their proposals data that they do not want disclosed to the public for any purpose, or used by the Government except for evaluation purposes, shall—

(1) Mark the title page with the following legend:

This proposal includes data that shall not be disclosed outside the Government and shall not be duplicated, used, or disclosed—in whole or in part—for any purpose other than to evaluate this proposal. If, however, a contract is awarded to this offeror as a result of—or in connection with—the submission of this data, the Government shall have the right to duplicate, use, or disclose the data to the extent provided in the resulting contract. This restriction does not limit the Government's right to use information contained in this data if it is obtained from another source without restriction. The data subject to this restriction are contained in sheets [*insert numbers or other identification of sheets*]; and

(2) Mark each sheet of data it wishes to restrict with the following legend:

Use or disclosure of data contained on this sheet is subject to the restriction on the title page of this proposal.

(f) Contract award.

(1) The Government intends to award a contract or contracts resulting from this solicitation to the responsible offeror(s) whose proposal(s) represents the best value after evaluation in accordance with the factors and subfactors in the solicitation.

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(2) The Government may reject any or all proposals if such action is in the Government's interest.

(3) The Government may waive informalities and minor irregularities in proposals received.

(4) The Government intends to evaluate proposals and award a contract after conducting discussions with offerors whose proposals have been determined to be within the competitive range. If the Contracting Officer determines that the number of proposals that would otherwise be in the competitive range exceeds the number at which an efficient competition can be conducted, the Contracting Officer may limit the number of proposals in the competitive range to the greatest number that will permit an efficient competition among the most highly rated proposals. Therefore, the offeror's initial proposal should contain the offeror's best terms from a price and technical standpoint.

(5) The Government reserves the right to make an award on any item for a quantity less than the quantity offered, at the unit cost or prices offered, unless the offeror specifies otherwise in the proposal.

(6) The Government reserves the right to make multiple awards if, after considering the additional administrative costs, it is in the Government's best interest to do so.

(7) Exchanges with offerors after receipt of a proposal do not constitute a rejection or counteroffer by the Government.

(8) The Government may determine that a proposal is unacceptable if the prices proposed are materially unbalanced between line items or subline items. Unbalanced pricing exists when, despite an acceptable total evaluated price, the price of one or more contract line items is significantly overstated or understated as indicated by the application of cost or price analysis techniques. A proposal may be rejected if the Contracting Officer determines that the lack of balance poses an unacceptable risk to the Government.

(9) If a cost realism analysis is performed, cost realism may be considered by the source selection authority in evaluating performance or schedule risk.

(10) A written award or acceptance of proposal mailed or otherwise furnished to the successful offeror within the time specified in the proposal shall result in a binding contract without further action by either party.

(11) If a post-award debriefing is given to requesting offerors, the Government shall disclose the following information, if applicable:

(i) The agency's evaluation of the significant weak or deficient factors in the debriefed offeror's offer.

(ii) The overall evaluated cost or price and technical rating of the successful and the debriefed offeror and past performance information on the debriefed offeror.

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(iii) The overall ranking of all offerors, when any ranking was developed by the agency during source selection.

(iv) A summary of the rationale for award.

(v) For acquisitions of commercial items, the make and model of the item to be delivered by the successful offeror.

(vi) Reasonable responses to relevant questions posed by the debriefed offeror as to whether source-selection procedures set forth in the solicitation, applicable regulations, and other applicable authorities were followed by the agency.

(End of provision)

**L.5 SERVICE OF PROTEST (FAR 52.232-2) (AUG 1996)**

a. Protests, as defined in Section 33.101 of the Federal Acquisition Regulation, that are filed directly with an agency, and copies of any protests that are filed with the General Accounting Office (GAO), shall be served on the Contracting Officer (addressed as follows) by obtaining written and dated acknowledgment of receipt from:

Hand-Carried Address:  
U. S. Coast Guard Headquarters  
1900 Half Street, SW  
Room 11-1001  
Washington, DC 20593-0001

Mailing Address:  
Commandant (CG-9125)  
U. S. Coast Guard  
2100 Second Street, SW  
Washington, DC 20593-0001

b. The copy of any protest shall be received in the office designated within one day of filing a protest with the GAO.

**L.6 ACCESS TO USCG HEADQUARTERS BUILDING**

The USCG Headquarters building is a controlled access building. If you intend to hand carry your proposal, prior arrangements for access must be made by contacting the Contracting Officer at least two work days prior to the date you require access. It is your responsibility to ensure that proposals are delivered by the due date and time required in the solicitation.

**L.7 NOTICE OF PREAWARD SURVEY**

a. Offerors are advised that the Coast Guard may contact potential contractors to ascertain their capabilities to perform the work specified in this solicitation. In addition to financial statements and credit rating checks, the Coast Guard may visit a prospective contractor's facility(s). Areas of interest on this survey may include, but are not limited to the following:

1. performance plans
2. quality assurance and control plans
3. personal recruitment and training plans
4. workload factors for manpower utilization

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5. management plan for handling peak workloads
6. production capability
  - i. plant facilities, equipment, and labor resources
  - ii. purchasing and subcontracting
  - iii. performance record and ability to meet delivery schedules
- b. Offerors are advised that accomplishment of this survey is a part of the evaluation process and is not to be construed as an indication that an Offeror will receive or is in the best position to receive the resultant award.

### **L.12 PROPOSAL DUE DATE**

- a. Offerors shall provide the required number of copies of the proposal as set forth below. The Technical and Management proposals must be received by the Contracting Officer in room 11-1001 of Coast Guard Headquarters no later than 3:00 PM 60 calendar days after the Contract Design Review. Price Proposals must be received no later than 3:00 PM 28 calendar days after the Technical and Management Proposals are due. No changes or additions to the proposal will be permitted after this date, except as provided under clarifications of proposals or discussions. An Offeror that fails to meet either proposal due date will be considered “late” in accordance with FAR clause “Instructions to Offerors – Competitive” (52.215-1).

### **L.13 GENERAL PROPOSAL INSTRUCTIONS**

- a. Prior to submission of proposals, Offerors are expected to reach a complete understanding of the requirements of this solicitation by careful study of the RFP and by application of qualified knowledge and experience.
- b. Information provided to the Coast Guard in advance of the issuance of this solicitation will not be used in the evaluation unless explicitly included in an Offeror’s oral presentation or written submission.
- c. These instructions prescribe the format of proposals and describe the approach to be used in the development and presentation of proposal information. Proposals must be prepared in accordance with these instructions, providing all required information in the format specified. Failure of a proposal to comply with these instructions may be grounds for exclusion of the proposal from further consideration.
- d. Each Offeror shall base their proposal on the contract design developed under CLIN 0001. Proposals shall fully address the Offeror’s design, their capability and resources for performing the design and construction, and their applicable experience. Each Offeror’s proposal in response to this solicitation shall consist of a Technical, Management and Price Volumes.
- e. The written proposal shall consist of four separate volumes:

<u>VOLUME</u>	<u>REFERENCE</u>	<u>COPIES</u>	<u>PAGE LIMITS</u>
Technical	L.14	6	100*
Management	L.15	6	TBD



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Price	L.16	6	None
Administrative Documentation	L.17	3	None

\* Does not include the executive summary

The various volumes shall be submitted no later than the date and time specified in section L.12 of this RFP. The Government reserves the right to incorporate into the resulting contract, in whole or in part, any information submitted in the Offeror's written proposal.

f. One complete set of the proposal shall be clearly marked "ORIGINAL" on the outside of the binders and on the interior title pages. In the case of discrepancies between various copies, the proposal marked "ORIGINAL" shall take precedence.

g. Pages shall be individually and sequentially numbered (i.e. 8 of 100).

h. The following format requirements apply:

- The proposal volumes shall be presented in separate, standard 3-ring loose leaf binders. Binders shall not exceed 3 inches in thickness. Each binder shall be labeled with the title of the volume, the Offeror's company name and have a table of contents with corresponding divider tabs. The pages are to be on 8.5 by 11 inch white bond paper with no less than 1 inch margins; type no smaller than 12 font and 6 lines per inch; single spaced with double spacing between paragraphs; and single sided.
- All Price Proposals shall be submitted in a hard copy format and on a 3-1/2" high-density floppy disk in a format readable by Microsoft Excel.
- Except as noted above, only paper copies of the proposal shall be accepted; computer models, simulations, etc. will not be accepted.
- No price or cost data shall be included in the Technical or Management Proposal.
- Foldouts for drawings, charts and schedules no larger than 24 by 11 inch paper are permitted and shall count as one page but must be no larger than 8.5 by 11 inches when folded.
- Each drawing shall bear the name of the Offeror, the drawing title and a unique drawing number in the lower right hand corner.
- Only printed copies of drawings shall be submitted. Prints shall be uniform blue or black on a white, mottle free background. Prints shall be folded to a maximum 11 inch by 9 inch rectangle with the title and drawing number exposed in the lower right hand corner.
- All data shall be presented using English units.
- Offers may not be submitted for quantities less than those specified.

**L.14 TECHNICAL INSTRUCTIONS.** The Technical Volume of the proposal shall include, as a minimum, the sections described below:

a. **CONTRACT DESIGN.** The Offeror shall provide a Contract Design consisting of a Design Narrative and Design Elements that demonstrates the design is sound and meets or

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exceeds the OPC System Specification at the contract design level of detail and provides a mission effective solution. The Offer shall provide the following:

(1) Design Narrative:

- Executive Summary - The Offeror shall discuss the overall strategies, methods and resources used to develop the proposal Contract Design. The Offeror shall include a completed Contract Design Placemat (Section J, attachment TBD). The placemat shall be a single page, single-side sheet no greater than 11x17 inches.
- Contract Design - The Offeror shall provide a narrative of the design including processes, decisions, and tradeoffs associated with the Contract Design. The Offeror shall discuss the suitability of the Contract Design as a basis for design maturation during Detail Design. The Offeror shall identify any characteristics or features which provide unique benefit to the government. Discuss significant design development decisions made during Phase I and issues to be addressed during detail design for the following:
  - Hull Form and Performance
  - Structure
  - Propulsion System
  - Electric Plant
  - Preliminary Allocated Baseline Weight Estimate (PABWE) Include discussion of the Offerors Phase II margins allocated for Detail Design and Construction and provide supporting data.
  - Area and Volume
  - Intact and Damage Stability
  - Seakeeping Analysis and Model Testing
  - General Arrangements – Provide the General Arrangements Drawing including the Inboard and Outboard Profiles. Discuss the following: access and egress (normal and emergency), vital spaces, manned and unmanned spaces, fire zone boundaries, compartment tightness, food service, protected space arrangements, stores arrangements and flow, maintenance and equipment access/removal, Damage Control, and allocation of deck area and space volume to meet the OPC System Specification.
  - Equipment Removal and Maintenance Access
  - Topside Arrangement including Electromagnetic Environmental Effects
  - Auxiliary and Distributive Systems
  - Aviation Facilities and Flight Deck
  - Boat, Boat Handling, and Deck Systems
  - Outfitting
  - C4ISR
  - Weapons Systems
  - Design Margin management during PD and CD
  - Survivability and Damage Control

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- Technical Risk Assessment – Discuss Detail Design development and Construction risks
- Contract Design Review Actions - The Offeror shall describe the actions taken to address Government concerns identified as a result of the Phase I Contract Design Review. The Contracting Officer will identify up to ten Requests for Action (RFA) to the Offeror under separate cover for this response.

(2) Mission Effectiveness - The Offeror shall provide a narrative demonstrating the capability of the design to meet those OPC System Specifications which impact mission effectiveness. The narrative shall address the following:

- Cutter Boat Operations - Discuss how the design meets or exceeds the requirements of the OPC System Specification to launch, recover and maintain cutter boats.
- Aviation Operations - Discuss how the design meets or exceeds the requirements of the OPC System Specification to launch, recover and maintain a helicopter and to accommodate an Unmanned Aircraft System.
- AMIO Handling – Describe how the design meets or exceeds the requirements of the OPC System Specification.
- C4ISR and Combat System - Describe the functionality of the proposed C4ISR System and Combat System arrangement.
- Speed, Range, Maneuvering, and Endurance - Discuss how the design meets or exceeds the speed, range, maneuvering, and endurance requirements of the OPC System Specification. Discuss low speed operations and address how the plant configuration meets or exceeds the low speed requirements. Describe the propulsion plant configuration, limitations, and controls for various operating scenarios such as Law Enforcement boarding (including transition from full speed to continuous low speed, close aboard maneuvering for escorting and boat operations), underway replenishment, mooring, and towing.

(3) Contract Design Elements: The Offeror shall provide the following Contract Design Elements in a separate bound appendix to the Technical Volume which does not count against the Technical Volume page count. The Contract Design Elements shall demonstrate the design is balanced, i.e., internally consistent, accurate and feasible, mature, i.e., increased fidelity and readiness for Detail Design, and meets or exceeds the OPC System Specification. Identify changes to the design elements from the version presented in the Phase I Contract Design Review. The design elements will be assessed by the Coast Guard and will be provided to American Bureau of Shipping (ABS) to perform an ABS Classification Assessment in accordance with Naval Vessel Rules with OPC Addendum 1.

- Lines, Offsets and Hull Appendage Drawings
- Hull Form Design Report
- Hull Form and Hydrodynamic Model Test Reports
- Structural Analysis and Drawings – The Offeror shall provide:
  - Scantling Drawings

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- Scantling Strength Calculations
- Helicopter Deck Structural Analysis
- Structural Design Report
- Longitudinal Strength Report and Drawing
- Design Load Criteria Summary
- Midship Section Drawing
- Hull Structural Fatigue Calculations
- Shaft Strut Design and Analysis
- Mast Analysis
- General Arrangement Drawings including inboard and outboard profile
- General Arrangements Design Compliance Report
- Shipboard Access Study
- Equipment Removal and Maintenance Access Arrangement Drawings
- C4ISR Network Architecture Report
- C4ISR Functional Block Diagram (excluding CBR and Training)
- Integrated Topside Design Analysis Report
- Topside Antenna Systems Arrangement Drawing
- Intact and Damage Stability Analyses
- Flooding Water Levels (V-Lines) Analysis
- Propulsion System Report
- Calculation of Surface Ship Endurance Fuel Requirements
- Area and Volume Report
- OPC Preliminary Weight Control Plan
- Preliminary Allocated Baseline Weight Estimate (PABWE) - The PABWE shall be in accordance with the Society of Allied Weight Engineers, Recommended Practice No.12. The report shall be in Microsoft Word or Microsoft Excel.
- Limiting Displacement/Draft Report
- Electric System - The Offeror shall provide:
  - Electrical One Line Diagram
  - Electric Plant Load Analysis (EPLA)
  - Electric Plant Design Report
- Navigation Systems Report
- Auxiliary Systems - The Offer shall provide:
  - Machinery Sea Water Cooling System Diagram
  - Heating, Ventilation and Air Conditioning (HVAC) Diagrams
  - Fuel System Diagram
  - Fresh Water System Diagram
  - Firemain, Magazine Sprinkling and Washdown Countermeasure Diagrams
  - Machinery Sea Water Cooling Systems Calculations
  - Heating, Ventilation and Air Conditioning (HVAC) Heating and Cooling Load Calculations

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- Firemain, Magazine Sprinkling and Washdown Countermeasure Systems Calculations
- Fresh Water Systems Calculations
- Mooring and Towing Systems Report
- Environmental Pollution Control Systems Report
- Main Propulsion Systems - The Offer shall provide:
  - Main Propulsion Shafting Arrangement and Details Drawing
  - Propulsion System Report
  - Propulsion System Dynamic Analysis Report
- Master Equipment List

**L.15 MANAGEMENT INSTRUCTIONS.** The Management Volume of the proposal shall include, as a minimum, the sections described below:

a. **ORGANIZATIONAL MANAGEMENT**

(1) The Offeror shall provide an updated discussion, with highlighted changes from the Phase 1 proposal, of its management approach for the OPC. The discussion at a minimum shall include the following topics:

a) Teaming Management. The Offeror shall explain any planned teaming arrangements. In the explanation, include a discussion of risk sharing and planned co-locations of organizations

b) Subcontractor Management. The Offer shall explain how they intend to manage subcontractors. In the explanation, include a discussion of risk sharing, planned co-locations of organizations and the Offeror's relationship with ABS.

c) The Offeror shall explain how suitably qualified and experienced management personnel will be provided and maintained throughout Phase 2, with highlighted changes from the Phase 1 proposal. To support the explanation, the Offeror shall provide an updated organization chart(s) for Phase 2, with highlighted changes from the Phase 1 proposal.

i) The Offeror's updated organization chart(s) shall depict critical functional management areas, identifying the lead persons by individual name. The updated organization chart(s) shall also address Design Agents, C4ISR Systems, Integrated Bridge Systems, Machinery Control Systems, and Systems Integrator(s) (as applicable). If a subcontractor is providing management of a major system, the subcontractor shall be included in the organization chart(s) by company and individual name.

ii) Up to 15 one page résumés shall be provided for critical functional management areas (including the Project, Production, Test, Quality Assurance, and Configuration Managers) identified in the organization chart(s), to include subcontractors. Additionally, the Offeror shall provide a one page résumé for any Design Agent Lead, C4ISR Systems Lead, Integrated Bridge Systems (IBS) Lead, Machinery Control Systems Lead, and System Integrator Lead(s).

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(2) The Offeror shall provide an updated discussion, with highlighted changes from the Phase 1 proposal, of how their management approach and processes will identify and manage schedule risks from Phase 2 award to delivery of OPC nine. The Offeror shall provide a master schedule to accompany the risk discussion. The master schedule shall be one page and no larger than 18"-by-24".

b. PRODUCTION CAPABILITY

(1) The Offeror shall provide three (03) plats. The first plat shall be an updated depiction of the Offeror's Phase 1 proposal with highlighted changes of its current build and construction facilities, major equipment, and worksites, to include water depth for all piers and launch areas. The second plat shall be an updated depiction of the Offeror's Phase 1 proposal with highlighted changes of its current and planned build and construction facilities, major equipment, and worksites at the time of planned award of the third OPC. The third plat shall depict the Offeror's current and planned build and construction facilities, major equipment, and worksite at the time of the planned award for OPC nine. All plats shall be accompanied by a legend identifying buildings and their functions. One sheet per plat is allowed. Each sheet shall be legible and no larger than 18"-by-24".

a) The updated second plat and the third plat shall include OPC work and other planned or customer projected future work (vessels and modules) which shall be represented on the plat through footprints. Changes to facilities, major equipment, and property boundaries shall be clearly identified. If major elements of OPC construction are anticipated to occur at different geographic locations, a plat for each geographic location shall be provided.

(2) The Offeror shall provide an updated schedule (Gantt chart), with highlighted changes from the Phase 1 proposal, describing key events required to modify and build the construction facilities and major equipment to accommodate the OPC construction start through planned delivery of OPC nine. One sheet for the Gantt chart is allowed. The Gantt chart shall be no larger than 18"-by-24". A written summary to explain the schedule shall be included.

(3) The Offeror shall provide an updated discussion, with highlighted changes from the Phase 1 proposal, of the risks to production capabilities, including any environmental impacts and financial resource requirements, associated with construction facilities, facility modifications, and major equipment changes. The discussion shall include any planned mitigation actions.

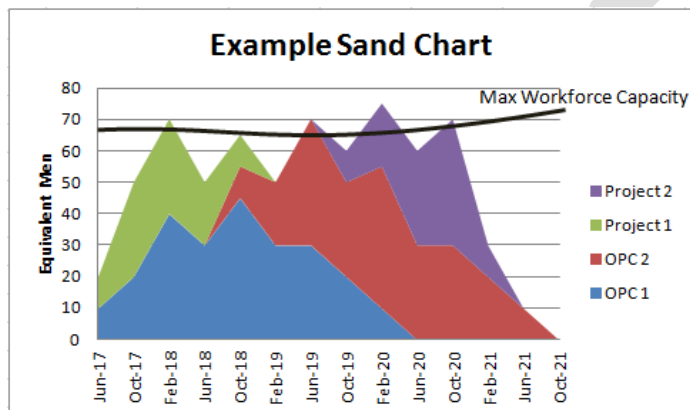
(4) The Offeror shall provide an updated description, with highlighted changes from the Phase 1 proposal, of the workforce capability and capacity (numbers, trades, certifications, and experience level) required to design and construct OPC through planned delivery of OPC nine.

(5) The Offeror shall provide an updated explanation, with highlighted changes from the Phase 1 proposal, of how the required workforce for OPC differs from their current workforce and how the Offeror intends to address any workforce capability gaps from current capabilities and capacity (numbers, trades, certifications, and experience level) taking into account customer projected future work.

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(6) The Offeror shall provide an updated discussion, with highlighted changes from the Phase 1 proposal, of the risks associated with the Offeror's workforce management approach to ensure workforce capabilities and capacity comprising of the proper numbers, trades, certifications, and experience level are available for OPC design and construction and discuss any planned mitigation actions.

(7) The Offeror shall provide a Sand Chart (see example below) and summary description of the workforce capacity required to construct OPC through planned delivery of OPC five, taking into account customer projected future work. The sand chart shall represent equivalent men over time and shall include a line depicting the maximum workforce capacity of the construction facilities. One sheet for the sand chart is allowed. The sheet shall be no larger than 18"-by-24".



a) The Offeror shall provide a discussion of the associated production capacity risks in managing multiple projects to ensure that the workforce is available for OPC design and construction and discuss any planned mitigation actions.

(8) If major elements of OPC hull and structure construction are expected to be accomplished by subcontractors, the Offeror shall provide updated information, with highlighted changes from the Phase 1 proposal, as required by (4), (5), (6), and (7) for each subcontractor.

c. **COST MANAGEMENT**

(1) The Offeror shall provide a discussion of its cost management approach to achieve the Affordability Target Price for OPCs four through nine. The discussion at a minimum shall include the following topics:

a) The Offeror shall explain how cost management processes used during Phase 1 and planned in Phase 2 will control cost growth and minimize rework in Phase 2.

b) Cost Management. The Offeror shall explain how cost growth will be effectively managed on a continuous basis. The explanation shall include the following:

i) During Design. The explanation shall include how the design processes will be integrated and will incorporate subcontractors, production engineers, C4ISR, human

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systems integration, and other major functional disciplines. The explanation shall include how the Offeror's build strategy is incorporated into the design. The explanation also shall include how the Offeror will manage configuration management, testing and evaluation, cost reporting, and quality assurance processes to control costs and minimize rework.

ii) During Construction. The explanation shall include how the design processes will be integrated and will incorporate subcontractors, production engineers, C4ISR, human systems integration, and other major functional disciplines. The explanation also shall include how the Offeror will manage configuration management, testing and evaluation, cost reporting, and quality assurance processes to control costs and minimize rework.

c) Subcontractor Management. The Offeror shall describe how subcontractor and vendor cost growth will be managed through option pricing, contract pricing, minimizing sole sources, risk sharing with contractors, and any escalation calculation methodology used.

d) Learning Curve. The Offeror shall provide a graphical depiction of the expected learning curve for OPC. The Offeror shall include a discussion of the management processes that will be used to achieve the expected learning curve. The learning curve graphical depiction shall be one page and no larger than 8.5"-by-11".

i) The Offeror shall provide a graphical depiction of learning curves for up to three past projects of new construction projects of similar size, scope, and complexity. The Offeror shall explain the differences between the past projects learning curves to that being planned for the OPC. Each learning curve graphical depiction shall be one page and no larger than 8.5"-by-11"

#### **L.16 PRICE PROPOSAL INSTRUCTIONS**

**NOTICE: TECHNICAL PROPOSAL NARRATIVE IS NOT ALLOWED IN THIS COST VOLUME.**

**a. General Information:**

(1) Submission of cost or pricing data with the proposal is not required. Information other than cost or pricing data is required, however, to evaluate the realism of the proposed prices. Furthermore, the Government reserves the right to require the submission of cost or pricing data if the Contracting Officer later determines that none of the exceptions listed at FAR 15.403-1 apply.

(2) It is anticipated that all cost and pricing information submitted in response to these proposal instructions will be treated as business confidential. Except for SECTION B - SUPPLIES OR SERVICES AND PRICES/COSTS, none of the proposal information will be disclosed outside of the Government.

(3) There is no page limitation on the cost/price proposal.

(4) The cost/price proposal must be a self-contained document not relying on any other



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volumes for information. The cost/price proposal must be mathematically correct and all parts must be numerically consistent. The cost/price proposal must correlate with the technical proposal in a logical and consistent manner.

(5) All cost/price proposals shall be submitted in a hard copy format and in an electronic spreadsheet format on a CD-ROM readable by Microsoft Excel 97. Formulas in the electronic spreadsheet shall not be converted to values. In the case of a conflict between these two formats, the hard copy format shall prevail.

(6) The cost/price proposal must be mathematically correct and all parts must be numerically consistent.

(7) The cost/price proposal must correlate with the technical proposal in a logical and consistent manner.

(8) All CLINS: If Facilities Capital Cost of Money is included in your proposed cost, calculate the Cost of Money in accordance with FAR 31.205-10.

(9) All costs / prices shall be provided in US dollars and be priced to June 2016.

(10) For all worksheets, subcontractors are not to be listed under “direct materials”, but under “subcontractor.”

(11) For all worksheets provided in this document, the Offeror may add additional rows (as required) in any category so that all cost items can be accounted for. The Offeror may also add additional “years” to worksheets. The format of the worksheets must remain the same.

(12) Where applicable, years in the worksheets will be fiscal years.

b. Price Proposal Content:

1. The Offeror shall include a copy of the schedule located in Section B, Supplies or Services and Prices/Costs, of the solicitation filled out for all years along with supporting cost information.

2. The Offeror shall provide a breakdown of the price for each CLIN using the format in the worksheets provided. All data for each CLIN shall be listed on the “CLIN Pricing Summary” worksheet (Enclosure 1), with further breakdown of the pricing information listed as directed below:

a) Instructions for Construction, CLIN 1701, 1801, 1901, 2001, 2101, and 2201: The price information shall be broken out in the “SWBS Direct Labor”, “SWBS Direct Materials”, “SWBS Subcontractor”, and “SWBS Other Direct Cost” worksheets (Enclosures 4 a, b, c, and d) with a separate worksheet for each ship and each one digit SWBS number (000-900). Direct materials information shall be listed to the 3 digit SWBS level. The totals from these

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worksheets are then transferred to the worksheet titled "SWBS Rollup" (Enclosure 3). The Offeror shall also provide a comprehensive narrative that discusses in detail:

1) The assumptions and business decisions that form the basis for the proposed prices. This shall include the learning curves applied, the booked sales time-phase labor budgets by labor category, forecast sales time-phased labor budgets by labor category, and forecast workforce including distinct subcontractor capacity.

b) Instructions for Warranty, The Offeror shall include the calculations used to determine the price for the warranty. An explanation that shall not exceed a one page Basis of Estimate (BOE) shall be attached to the calculations to explain the methodology.

c) Instructions for System Stock, Interim Contractor Supply Support (ICSS), and OBRP/SRI/OSI. The Offeror shall complete and submit the "Basic CLIN Summary" worksheet (Enclosure 5) for these CLINs. The Government estimates the cost of these CLINs to be:

- i. System Stock: \$2,000,000
- ii. ICSS: \$5,000,000
- iii. OBRP/SRI/OSI: \$6,000,000

The Offeror shall use these amounts for direct materials in developing its proposed estimated costs. Costs may be added for shipping (if this is normally a direct charge in the Offeror's accounting system), General and Administrative (G&A), Other Costs ("Adders"), Subcontract Costs, and Indirect Costs. No direct labor shall be included in the estimated cost of these CLINs.

d) Instructions for Long Lead Time Materials (LLTM): LLTM are defined as items needed to be purchased prior to the award of the construction contract in order to meet the delivery date of the ship. The Offeror shall fill out the "Basic CLIN Summary" worksheet for each of these CLINs. Each LLTM item shall be listed separately. Equipment manufacturer information (Company name and CAGE Code), quantity, in-yard need date, lead time, and unit cost shall also be provided for each LLTM item. In-yard need date shall be expressed in weeks before delivery. Lead time shall be measured in weeks.

e) Instructions for Training Aids: The Offeror shall complete and submit the "Basic CLIN Summary" worksheet for this CLIN. All items listed under "direct materials" shall also list equipment manufacturer information (Company name and CAGE Code), quantity, in-yard need date, lead time, and unit cost.

f) Instructions for all other CLINs: The Offeror shall fill out the "Basic CLIN Summary" worksheet for each of the other CLINs.

3. Each CLIN must be accompanied by a BOE describing:

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- a) Pricing sources for all major equipment (vendor quote(s), parametric calculations, historical data).
- b) Bulk material pricing / Blanket purchasing agreements and methodology for freight / shipping.
- c) Labor hours

4. The Offeror shall provide a "Total Offered Price" that shall be a total of all the prices listed in the "CLIN Pricing Summary" worksheet. This price shall be listed next to the line titled Total Offered Price to the Government. The Total Offered Price on the CLIN Pricing Summary Worksheet shall be the price evaluated to compute the Total Evaluated Price to the Government.

5. The Offeror shall provide a price for Hulls 4-9 that meets or is less than the affordability target established in Section C. This price shall be listed next to the line titled Total Affordability Pricing to the Government on the "Total Affordability Price" worksheet (Enclosure 2). This price on the Affordability Price Worksheet shall be the price evaluated to compute the Affordability Price to the Government.

6. A statement as to whether the Offeror's accounting system has been determined to be adequate by the Defense Contract Audit Agency (DCAA) and if so, a point of contact in DCAA.

7. Provide the current and planned ship construction work at your facility for the potential duration of any resulting OPC contract (through OPC 9 delivery assuming ships are ordered) and indicate whether the customer(s) is government or private.

8. A copy of the Offeror's most recent annual financial statement and a copy of their most recent quarterly (or other partial year) financial statement. The Offeror shall provide information deemed relevant to their proposal to demonstrate their ability to perform the requirements from a financial point of view. The same information is to be provided on major subcontractors, whose total price for all effort in response to this solicitation exceeds \$10 million per hull.

**L.17 ADMINISTRATIVE DOCUMENTATION INSTRUCTIONS**

a. Include the following data in this volume in the format as indicated. Include with the Original the executed copy of the RFP.

(1) Section 1. Proposal forwarding letter, if any. The offeror shall complete and include the following solicitation sections:

(a) Part I, Section A (SF33). If amendment(s) to the solicitation are issued, include a signed copy of each amendment (SF30)

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(b) Part I, Section B. Submit a completed section B. Prices shall be submitted as whole dollars only. Offerors may round up or down, but if cents are included, the price will be truncated at whole dollars. . Provide the Price for each firm fixed price line item; the estimated cost, fixed fee and CPFF for each cost-reimbursement line item; the target cost, target price and the ceiling price for the fixed price incentive line item.

(c) Part I, Section G clause entitled “Payments of Fixed Fee (CPFF CLINs)”. Provide the fixed fee percentage.

(d) Part I, Section F. If appropriate, complete the “Proposed Delivery Schedule”.

(e) Part II, Section I. Provide the information required by “Disclosure of Conflicts of Interest” clause incorporated in Section I.

(2) Section 2. Titles, addresses and telephone numbers of cognizant Government Contract Administration and Defense Contract Audit Agency offices.

(3) Section 3. Include the Subcontracting Plan required by FAR clause 52.219-9.

(4) Section 4. If publicly traded, the Offeror shall provide a copy of their most recent annual financial statement and a copy of their most recent quarterly (or other partial year) financial statement, otherwise a copy of similar financial statement(s). The Offeror shall provide information deemed relevant to their proposal to demonstrate their ability to perform the requirements from a financial point of view. The same information is to be provided on major subcontractors, whose total price for all effort in response to this solicitation exceeds \$10 million per hull.

(5) Section 5. Provide a bid bond as required by TBD

(6) Section 6. Any information, excluding cost, which does not properly belong within the other proposal volumes. Include in this section information required by the RFP for which there is insufficient space in the requiring clauses or certifications. Include any restrictions or instructions for handling proprietary data.